

A Summary of Key Committees and Their Purposes

Office of Educational Assessment and Accountability

The Office of Educational Assessment and Accountability (OEAA) actively seeks the input and feedback of a variety of constituents in the development and implementation of assessment and accountability systems to further the educational goal of improving what students know and can do in relation to the state curriculum frameworks. Programs that utilize these committees include:

- The Michigan Educational Assessment program (MEAP), the assessment for most students in K-12 education programs throughout the State of Michigan.
- The alternate assessment for students with disabilities (MI-Access)
- The English Language Proficiency Assessment (ELPA), a screening assessment for students new to this country who have limited English proficiency

All committees utilize structured and nationally recognized processes for their work to ensure that the advice provided is clear, well documented and efficiently obtained. We value the time and expertise of the committee members, train them to accomplish their work and provide modest compensation to them or their employers. Below is a brief description of some of the key committees, their purpose, and characteristics of members.

Bias and Sensitivity Committees (BSC):

Purpose: The charge of these committees is to review assessment items and key decisions to ensure that no student group receives an unfair advantage or disadvantage in assessments. This is an advisory committee. Based on the advice of these committees and other key information, OEAA will accept test items for use, drop items from further consideration, or edit items.

Member Characteristics: Separate BSCs are needed for each subject tested, e.g. MEAP English language arts, science, mathematics and social studies, and for review of other major decisions such as when setting performance level standards. The members of these committees should represent the breadth of the diversity of the State of Michigan so that many perspectives can be represented when making decisions that are in the best interest of Michigan students.

Content Advisory Committees (CAC):

Purpose: The charges of these committees are to review assessment items and key decisions to ensure that the content of items and tests measure important elements of the state curriculum frameworks in each subject, that items are clearly worded for the students being tested, have a best answer, and are factually consistent with the best knowledge in the field. This is another advisory committee. Based on the advice of these committees and other key information, OEAA will accept test items for use, drop items from further consideration, or edit items.

Member Characteristics: Separate CACs are needed for each subject tested and student age or grade span. Most CAC members must be very familiar with the subject, the related state curriculum frameworks, standards, benchmarks and expectations, and hold detailed knowledge of the students being assessed. Additional members are needed who have more in-depth content expertise, such as a mathematician for the mathematics CAC, and who can provide expertise in child development and education. The majority of CAC members must be current teacher experts at the grade and subject tested.

Standard Setting committees:

Purpose: The charge of these committees is to establish performance levels that will be used to report student results on the state assessments. The standard setting committee is an advisory committee that will look at actual student tests, item by item, decide the performance level which these tests results represent using clearly defined performance level descriptions, and discuss the rationale for this decision with the other members.

Member characteristics: Committee members must be familiar with the subject, the related state curriculum frameworks, standards, benchmarks and expectations, and hold detailed knowledge of the students being assessed. The majority of standard setting committee members must be current teacher experts at the grade and subject tested, although representatives of other stakeholders will also be included.